



EXECUTIVE COMMITTEE MEETING MINUTES

Tuesday, January 11, 2022

Executive Committee Attendees: , Janet Proctor, Pat Jackson, Merrill White, Charleen Knox, Annette Hill, Frankie Pendergrass, Amelia Dent, Lorine Bizzell, Erica King, Barbara Johnson, Wendolyn Llanos, Maureen Craig, Conneva Hall, Dorothy Linton, Dorothy Wright, Reggie Hester, Charlene Love.

Member Attendees: *102 COE Members.*

Prior to the COE Meeting, Erica King, LWSC Director, introduced Judge Ronald B. Ramsey, Sr. and the Honorable Donna Coleman-Stribling, DeKalb County Solicitor General who conducted the COE Officers' Swearing in Ceremony. After the ceremony they congratulated, motivated, and encouraged the new Officers, Committees, members, and staff with inspiring remarks to continue the important activities and presence Lou Walker members and staff have made in the community.

Charleen Knox, the COE Inaugural President, made closing remarks saying how humbled and honored she was to be the President and watch LWSC's growth and accreditation. She thanked all for the work they have continued to do and turned the Gavel over to the COE's new President, Janet Proctor, who called the virtual meeting to order and welcomed everyone at 11:19 AM. Along with COE Vice President, Pat Jackson, the Officers, new Committee Chairpersons, and agenda were introduced.

Minutes: Lorine Bizzell, Secretary, read the December 9, 2021, Minutes. Annette Hill made a motion to approve the Minutes with any necessary changes; no revisions were recommended; the motion was seconded by Anna Marie Baity and passed unanimously.

Pamela Poole-Starks' January Senior Nugget: "Let the doors of peace swing open on Welcome Hinges."

COUNCIL OF EXCELLENCE (COE) COMMITTEE REPORTS

ISSUES AND CONCERNS: Chair, Frankie Pendergrass, reported no new issues.

Program: Interim Co-chairs Wendolyn Llanos and Maureen Craig are awaiting a new Chairperson to begin program planning.

SPECIAL EVENTS: New Chair, Charleen Knox, reported that the Committee will host a Black History Program on February 25; the 2022 National Theme is Black Health and Wellness. The program will be presented by the Drama Club and will include Black

historians and contributions to the world of medicine and health. Contact Charleen If you are interested in participating in this Zoom presentation.

CLUBS, CLASSES, AND GROUPS: Chair, Amelia Dent, no new report was given..

COMMUNITY SERVICES AND OUTREACH: Interim Chair, Pat Jackson reported that the committee submitted the *Individual Acts of Kindness* Newsletter article discussing community volunteer opportunities. The Committee facilitated a *Let's Stay Connected* Holiday Class where seniors were trained to use their devices and access ZOOM. They are currently looking for a volunteer Chairperson.

COURTESY AND SUNSHINE: New Chair, Dorothy Wright, nothing new to report.

DECORATING: New Chair, Dorothy Linton, was unable to attend. Mary Bolton reported that no new activity will occur until Center reopens.

HEALTH AND WELLNESS: New Chair, Sherri Cooper had nothing new to report.

HOSPITALITY AND WELCOME: Chair, Conneva Hall reported that the Committee is planning a Welcome Back Event when LWSC reopens and will be seeking approval for a reopening parade.

NOMINATIONS AND ELECTIONS: Chair, Annette Hill, reported the following committee activities that ensured a successful election: distributed voting/election information to the membership via Robo Calls and flyers, held successful election via absentee ballots and in-person voting, transferred ballots to the Dekalb County Board of Registration and Election to ensure integrity of the voting process and assisted with organizing the Installation of Officers. The Election Board recommended use of a Chain of Custody Form; the Committee will either adopt or create one for the next election.

SAFETY: COE looking for volunteer Chairperson and committee members.

PORTER SANFORD P.A.C.: New Chair, Barbara Johnson will be requesting approval for a Zoom meeting with Porter Sandford Performing Arts Center, COE, and LWSC staff to discuss the pros and cons of a partnership between Porter Sandford and LWSC.

OLD/UNFINISHED BUSINESS

No *Old Business* for discussion this month.

NEW BUSINESS (Janet Proctor)

The new LWSC 8-week Class Schedule begins January 3 – February 25, 2022. Please check the website for new ID numbers.

Charlene Love congratulated the new Officers and Chairpersons. She will develop and conduct training for the COE Officers and Committee Chairpersons. It will include: an overview of the COE's Mission and Vision, review the By-Laws and Parliamentary Procedures, the responsibilities for an effective committee, etc. The purpose is to help everyone move forward and become more efficient. Because accreditation is good for only 2 years, there are some areas to be addressed to ensure renewal. Virtual February training sessions will be scheduled.

Chair, Frankie Pendergrass discussed the new Protocol Team that was created to bring more structure to the meetings, i.e., officers must sign on 15 minutes before the meeting; the Team will also devise ways to make it easier to capture information. The Team consists of Frankie Pendergrass, Merrill White, and Pat Jackson.

President, Janet Proctor read Brenda Colbert's, LWSC Social Worker's Report regarding Lunch and Learn topics and dates through August 2022. Some of the topics to be discussed: Habitat for Humanity, Taxes, Transportation Services, and the Caregivers Conference. Check the Center Website and Newsletter for information.

DIRECTOR'S COMMENTS (Ericia King)

Center Director, Ericia King, congratulated the new COE Officers; she and James Simon are looking forward to working with everyone. They will be meeting with leaders of Clubs, Classes, and Groups about checking the Storeroom for items to keep or discard. The areas are in disarray and reorganization is needed to utilize the space more efficiently. Please schedule a time with Ericia and James.

The Dekalb County CEO has not decided about reopening the Center, especially with the increased Covid Variant increases. The in-person soft opening cannot move forward.

Ericia requested that members prepare for a membership update. LWSC is the largest Center in Dekalb with over 3,000 members. Renewal forms can be retrieved online or at the Front Desk. Social Workers will be at the Center on Tuesdays and Wednesdays from 9:00 am to 12 noon to complete the in-person intake and update each members information. The mandatory signed medical release form from your physician is good for 90 days. The membership fee will be waived for three months.

ADJOURNMENT

Janet Proctor and Pat Jackson thanked Charleen Knox for her encouraging comments as she "turned over the Gavel" and continues as Special Events Chairperson. All members were also appreciated for their attendance and participation.

A motion was made by Frankie Pendergrass to adjourn the meeting and seconded by Dorothy Wright. The COE Meeting was adjourned at 12:50 PM. The next monthly meeting is Tuesday, February 8, 2022, at 11:00 AM.

ANNOUNCEMENTS

- Email Address: LWSCCouncilofexcellence@gmail.com
- COE Phone Number: 770.322.2935 (currently unavailable due to construction)
- Link to Lou Walker website to see COE Monthly Committee reports, minutes, etc. after monthly meeting.
- COE Committee Chairpersons' monthly reports are due by Tuesday, February 1, 2022. Please send to Janet Proctor, COE President and Cc: Pat Jackson, COE Vice-President.